

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

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# PHA Plan

Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Jonesboro Urban Renewal and Housing Authority

**PHA Number:** AR131

**PHA Fiscal Year Beginning: (mm/yyyy)** 04/2001

**Public Access to Information** 330 Union, Jonesboro, Arkansas

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

# Annual PHA Plan PHA Fiscal Year 2000

[24 CFR Part 903.7]

## **i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

### **Streamlined Plan:**

- ☐ **High Performing PHA**  
☐ **Small Agency (<250 Public Housing Units)**  
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

## **ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

As permitted by the Final Rule, an Executive Summary is not required.

## **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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## Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

## Page #

### Required Attachments:

- ☐ Admissions Policy for Deconcentration
- ☐ FY 2000 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

### Optional Attachments:

- ☒ Public Housing Drug Elimination Program (PHDEP) Plan  
(ATTACHMENT A) 53 - 57
- ☒ Other (List below, providing each attachment name)  
**DEFINITION OF "Substantial Deviation" & "Significant Amendment or Modification" |903@|**  
(ATTACHMENT B) 58
- ☒ PHA Management Organizational Chart (ATTACHMENT C) 59
- ☐ FY 2000 Capital Fund Program 5 Year Action Plan
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)
- **PROGRESS IN ACHIEVING PHA GOALS & OBJECTIVES**  
(ATTACHMENT D) 60-67
- **MEMBERSHIP OF THE RESIDENT ADVISORY BOARD**  
(ATTACHMENT E) 68

## Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy	Annual Plan: Operations

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs

## **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1698	5	5	3	1	1	5
Income >30% but <=50% of AMI	1004	5	5	3	1	1	4
Income >50% but <80% of AMI	1418	5	5	4	1	1	1
Elderly	1097	5	3	5	2	2	4
Families with Disabilities	606	5	5	3	3	3	4
White	3544	5	5	3	1	1	1
Black	576	5	5	3	1	1	1
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s CITY OF JONESBORO  
Indicate year: 1997
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study



Indicate year:  
☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	657		572
Extremely low income <=30% AMI	457	70%	
Very low income (>30% but <=50% AMI)	190	29%	
Low income (>50% but <80% AMI)	10	1%	
Families with children	402	61%	
Elderly families	39	6%	
Families with Disabilities	167	26%	
White	362	55%	
Black	258	39%	
Asian	0		
Hispanic	37	6%	

<b>Housing Needs of Families on the Waiting List</b>			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			
<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	426		71
Extremely low income <=30% AMI	368	86%	
Very low income (>30% but <=50% AMI)	53	14%	
Low income (>50% but <80% AMI)	5	0%	
Families with children	204	48%	
Elderly families	19	5%	
Families with Disabilities	113	27%	
White	208	49%	
Black	166	39%	
Asian	0		
Hispanic	52	12%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	202	47%	14
2 BR	139	33%	37

Housing Needs of Families on the Waiting List			
3 BR	69	16%	19
4 BR	15	4%	1
5 BR	1	0%	0
5+ BR			

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

Consult with the Section 8 Landlord Advisory Board and establish market strategies that will enlist new owners, particularly those outside of areas of minority and poverty Concentration.

Develop an Owner newsletter to ensure landlords are informed of regulatory policy and procedure changes.

Conduct quarterly meeting with Resident Advisory Board to ascertain housing needs and encourage input regarding meeting those needs.

Develop a Customer Newsletter for participants of the Section 8 program reviewing regulatory requirements, administrative policies, procedures, and promoting self-sufficiency.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☐ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units

- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☐ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☐ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☐ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☐ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☐ Influence of the housing market on PHA programs
- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☒ Other: (list below)
- FMR are lower than Rental Rates in jurisdiction

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	185,484	
b) Public Housing Capital Fund	284,182	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	4,315,420	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	34,612	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
PHDEP '99	14,446.73	Security & Drug Prevention
PHDEP '00	34,842.00	Security & Drug Prevention
	95,704.58	Modernization of units
CIAP '00	280,135.38	Modernization of units
<b>3. Public Housing Dwelling Rental Income</b>	167,810	P.H. Operations
<b>4. Other income</b> (list below)		
P.H. Investment Income	9,850	P.H. Operations
P. H. Operating Reserves	194,570	P.H. Operations
Section 8 Investment Income	12,800	Section 8 Operations
Section 8 Operating Reserves	189,343	Section 8 Operations
P.H. Other Income	17,090	P.H. Operations
<b>5. Non-federal sources</b> (list below)		
Management Fees & Interest	23,629	Housing Operations
H.A. owned houses	12,000	Housing Operations
State (tenant-based) funds	20,720	
<b>Total resources</b>	<b>5,892,638.69</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

## **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☒ When families are within a certain time of being offered a unit:
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity (After eligibility has been established offer/acceptance pending Criminal Search)
- ☒ Rental history
- ☒ Housekeeping
- ☒ Other (describe)  
History of disturbing neighbors, destruction of property, or fraud in Connection with any housing program

c. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

### **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists (Elderly/Disabled Mixed Development)
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office



- ☐ PHA development site management office  
☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?      one
2. ☐ Yes ☒ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☒ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists? three
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☒ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One  
☐ Two  
☐ Three or More

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☒ Other: (list below)  
To meet deconcentration goals

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

- “1” Resident
- “1” Working Income
- “2” Non-working income
- “3” Non-resident
- “1” Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA’s Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition?

(select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- ☐ Criminal or drug-related activity  
☒ Other (describe below)  
Previous Landlord's name and address

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- ☒ None  
☐ Federal public housing  
☐ Federal moderate rehabilitation  
☐ Federal project-based certificate program  
☐ Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

**(3) Search Time**

a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If a family requests additional time, they will be given at least two 30-day extensions. If a family requires more than 120 days and can document the need, the PHA will issue an extension after receiving back-up documentation.

**(4) Admissions Preferences**

a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of

application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

"1" Local Resident

"2" Non-Local Resident

"1" Date & Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- ☒ This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☐ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☒ Other (list below)
  - Funding Application Document



b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

☐

Through published notices

☒

Other (list below)

- During the Application Process
- Partnering with Servicing Agency

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

☒

The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

☐

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

☒

\$0

☐

\$1-\$25

☐

\$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

☐ For the earned income of a previously unemployed household member

☐ For increases in earned income

☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

☐ Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

☐ For household heads

☐ For other family members

☐ For transportation expenses

☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling Rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

☒ Yes for all developments

☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☒ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☒ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Any time the family experiences an income increase
- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_

- ☒ Other (list below)
  - Any time a family has a new source of income or a loss of income

g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing  
☐ Survey of rents listed in local newspaper  
☐ Survey of similar unassisted units in the neighborhood  
☒ Other (list/describe below)  
- adopted the ceiling rent for three years (as allowed)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR  
☒ 100% of FMR  
☐ Above 100% but at or below 110% of FMR  
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ The PHA has chosen to serve additional families by lowering the payment standard  
☐ Reflects market or submarket  
☐ Other (list below)

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ Reflects market or submarket  
☐ To increase housing options for families  
☐ Other (list below)

- d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☐ Other (list below)

- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families  
☒ Rent burdens of assisted families  
☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0  
☐ \$1-\$25  
☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.  
☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	151	65
Section 8 Vouchers	860	432
Section 8 Certificates	N/A	0
Section 8 Mod Rehab	N/A	0
Special Purpose Section 8 Certificates/Vouchers (list individually)	100 Mainstream 50 FUP	60 12
Public Housing Drug		

Elimination Program (PHDEP)	30	3
FSS – Public Housing	12	6
FSS – Section 8	26	10
Other Federal Programs (list individually)	N/A	

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

#### (1) Public Housing Maintenance and Management: (list below)

Public Housing Administration & Occupancy Policy  
Maintenance Plan (includes Pest Control Policy)  
Grievance Procedure  
FSS Action Plan  
Criminal Records Management Policy  
Equal Housing Opportunity Policy  
Disposition Policy & Capitalization Policy  
Procurement Policy  
Hazardous Materials Policy  
Natural Disaster Policy  
Facilities Use Policy  
Public Housing Lease

#### (3) Management:

Investment Policy  
Check Signing Policy  
Funds Transfer  
Ethics Policy  
Drug Free Policy

#### (2) Section 8 Management: (list below)

Administrative Policy  
Criminal Records Management Policy  
Equal Housing Opportunity Policy  
FSS Action Plan

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

#### A. Public Housing

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

☒ PHA main administrative office

- ☐ PHA development management offices  
☐ Other (list below)

## **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted family's contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

## **A. Capital Fund Activities**

-exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☒ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

### **Annual Statement**

### **Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number 50101 FFY of Grant Approval: (04/01/2001)

- ☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	28,653.00
3	1408 Management Improvements	
4	1410 Administration	66,000.00
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	5,000.00
8	1440 Site Acquisition	
9	1450 Site Improvement	46,352.00
10	1460 Dwelling Structures	118,977.00
11	1465.1 Dwelling Equipment-Nonexpendable	2,700.00
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	16,500.00
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	284,182.00
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	35,027.00

**Annual Statement**  
**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>HA-Wide</b>	<b>OPERATIONS:</b> - Management Improvements	<b>1406</b>	28,653.00
<b>HA-Wide</b>	<b>ADMINISTRATION:</b> - Resident Initiative Coordinator/Clerk	<b>1410</b> <b>.1</b>	19,800.00
	- Modernization Coordinator/Inspector	<b>.2</b>	30,100.00



	- Employee Benefits	.19	12,700.00
	- Sundry Expense		3,400.00
<b>HA-Wide</b>	<b>FEES AND COSTS:</b>	<b>1430</b>	
	- A/E Cost	.1	5,000.00
<b>HA-Wide</b>	<b>SITE AND IMPROVEMENTS:</b>	<b>1450</b>	
	- Repair broken & cracked concrete, Clean and Seal parking areas, sidewalks & basketball courts		46,352.00
<b>AR131001</b>	<b>DWELLING STRUCTURES:</b>	<b>1460</b>	
	- Replace window screens		13,200.00
	- Replace dryer vents & reroute to		8,500.00
	- Replace all exterior doors (140)		56,000.00
<b>AR131003/006</b>	- Replace dryer vents w/security vents		1,850.00
<b>AR131005</b>	- Replace duct work with hard pipe		35,027.00
	- Replace exterior door units (11)		4,400.00
	<b>DWELLING EQUIPMENT:</b>	<b>1465.1</b>	
<b>AR131/001</b>	- Replace 4 Ranges		1,200.00
<b>AR131/003</b>	- Replace 5 Ranges		1,500.00
	<b>NON DWELLING EQUIPMENT:</b>	<b>1475</b>	
<b>PHA WIDE</b>	- Kabota Mowing Deck		2,500.00
	- Vacuum Attachment for tractor		9,000.00
	- Equipment for Marking/Stripping		5,000.00

## Annual Statement

### Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
<b>AR131001</b>	03/31/2003	09/30/2004
<b>AR131003</b>	03/31/2003	09/30/2004
<b>AR131005</b>	03/31/2003	09/30/2004
<b>AR131006</b>	03/31/2003	09/30/2004

## (2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

☒ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
AR131001/003/005/006	PHA WIDE			
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>OPERATIONS –</b>			<b>1406</b>	<b>28,653.00</b>
Management Improvements and Updates				<b>04-01-2002</b>
<b>ADMINISTRATION –</b>			<b>1410</b>	<b>72,700.00</b>
MOD administrative Expenses				<b>04-01-2002</b>
<b>FEES AND COSTS –</b>			<b>1430</b>	<b>5,000.00</b>
<b>NON-DWELLING EQUIPMENT –</b>			<b>1475</b>	<b>37,000.00</b>
Replace Kabota Lawn Mower				<b>04-01-2002</b>
Purchase Light-weight Truck/Mod Coordinator				
<b>OPERATIONS –</b>			<b>1406</b>	<b>26,941.00</b>
Management Improvements and Updates				<b>04-01-2003</b>
<b>ADMINISTRATION –</b>			<b>1410</b>	<b>79,970.00</b>
MOD administrative Expenses				<b>04-01-2003</b>
<b>FEES AND COSTS –</b>			<b>1430</b>	<b>5,000.00</b>
<b>NON-DWELLING EQUIPMENT –</b>			<b>1475</b>	<b>36,110.00</b>
Replace '95 Model Maintenance Truck				<b>04-01-2003</b>

Replace '96 Model Maintenance Truck			
<b>OPERATIONS –</b>	<b>1406</b>	<b>26,388.00</b>	<b>04-01-2004</b>
Management Improvements and Updates			
<b>ADMINISTRATION –</b>	<b>1410</b>	<b>87,967.00</b>	<b>04-1-2004</b>
MOD administrative Expenses			
<b>FEES AND COSTS –</b>	<b>1430</b>	<b>5,000.00</b>	<b>04-01-2004</b>
<b>NON-DWELLING STRUCTURES</b>	<b>1470</b>	<b>6,500.00</b>	<b>04-01-2004</b>
Build 20' X 20' tool room in M. Shop			
Install Eye Wash Station in M. Shop			
<b>NON-DWELLING EQUIPMENT</b>	<b>1475</b>	<b>17,500.00</b>	<b>04-01-2004</b>
Replace 95 Ford Escort			
Purchase Low-Speed Buffer			
<b>OPERATIONS –</b>	<b>1406</b>	<b>26,388.00</b>	<b>04-01-2005</b>
Management Improvements and Updates			
<b>ADMINISTRATION –</b>	<b>1410</b>	<b>87,967.00</b>	<b>04-01-2005</b>
MOD administrative Expenses			
<b>FEES AND COSTS –</b>	<b>1430</b>	<b>5,000.00</b>	<b>04-01-2005</b>
<b>NON-DWELLING EQUIPMENT –</b>	<b>1475</b>	<b>6,000.00</b>	<b>04-01-2005</b>
Heavy-duty Shredder			
Welder & Safety Equipment			
Lawn Equipment			
<b>FIRST YEAR ESTIMATED COST (See Annual Plan CFP)</b>		<b>131,590.00</b>	<b>04-01-2001</b>
<b>Total estimated cost over next 5 years</b>		<b>691,674.00</b>	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR131001	CAYMAN VILLA		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>SITE IMPROVEMENTS</b>	<b>1450</b>		
Replace clothes-line post w/galvanized steel		5,600.00	04-01-2003
Landscaping – 100 pallets of sod & plants		15,000.00	04-01-2003
Landscaping		15,000.00	04-01-2005
Concrete repair (sidewalks, drives & curbs)		35,000.00	04-01-2005
<b>DWELLING STRUCTURES</b>	<b>1460</b>		
Install Florescent Lights in Kitchen		7,000.00	04-01-2003
Repair frost-proof faucets		21,000.00	04-01-2003
Repair/replace storage door frame units (70)		7,000.00	04-01-2003
Paint all storage doors		2,100.00	04-01-2003
Paint all soffit and fascia		10,850.00	04-01-2003
Replace kitchen counter tops (approx. 5)		2,500.00	04-01-2002
Resurface bathtub (1)		250.00	04-01-2002
Replace lavatory tops with vanity/sink combination w/ plumbing		8,700.00	04-01-2002
Replace kitchen counter tops (approx. 5)		5,000.00	04-01-2005
Replace cabinets in Kitchen (approx. 46)		103,827.00	04-01-2005
<b>NON-DWELLING EQUIPMENT-NONEXPENDABLE: 1465.1</b>			

Replace 10 Refrigerators	5,000.00	04-01-2004
Replace 11 vent-a-hoods	1,100.00	04-01-2003
<b>FIRST YEAR ESTIMATED COST (See Annual Plan)</b>	<b>78,900.00</b>	<b>04-01-2001</b>
<b>Total estimated cost over next 5 years</b>	<b>323,827.00</b>	

Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units
AR131001	WOODLAND COURTS	
Description of Needed Physical Improvements or Management Improvements		Planned Start Date (HA Fiscal Year)
<b>DWELLING STRUCTURES 1460</b>		
Paint lobby areas walls & ceilings		2,100.00
Replace lavatory tops with vanity/sink combinations w/ plumbing		6,000.00
Replace Kitchen Cabinets (5)		13,725.00
<b>NON-DWELLING EQUIPMENT-NON-EXPENDABLE 1465.1</b>		
Replace Water Heaters (10)		2,000.00
Replace Refrigerators (15)		7,500.00
<b>FIRST YEAR ESTIMATED COST (See Annual Plan CFP)</b>		<b>7,915.00</b>
<b>Total estimated cost over next 5 years</b>		<b>39,240.00</b>

Optional 5-Year Action Plan Tables		
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units
AR131003	GOFF COURTS	
Description of Needed Physical Improvements or Management Improvements		Planned Start Date (HA Fiscal Year)
<b>SITE IMPROVEMENTS 1450</b>		
Landscaping		11,161.00
<b>DWELLING STRUCTURES 1460</b>		
Replace window screens w/ security screens		7,560.00
Replace lavatory tops with vanity/sink combination with plumbing (10)		3,000.00
Resurface bathtubs (8)		2,000.00
<b>DWELLING EQUIPMENT /Non-expendable 1465.1</b>		
Replace Refrigerators (10)		5,000.00
<b>FIRST YEAR ESTIMATED COST (See Annual Plan CFP)</b>		<b>9,750.00</b>
<b>Total estimated cost over next 5 years</b>		<b>38,471.00</b>

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Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR131005	MARSHALL/MELROSE		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>SITE IMPROVEMENTS</b> 1450			
Install 6' Wood Privacy Fence (approx. 5,280 l. f.)		21,120.00	04-01-2004
Landscaping (85 pallets of sod)		21,812.00	04-01-2004
<b>DWELLING STRUCTURES</b> 1460			
Replace windows w/double pane glass and security screens		65,000.00	04-01-2002
Replace Heating Units		82,795.00	04-01-2004
Paint all exterior doors (76)		3,330.00	04-01-2003
Replace kitchen counter tops		5,000.00	04-01-2002
Replace lavatory tops with vanity/sink combinations & plumbing		12,600.00	04-01-2002
Resurface bathtubs (5)		1,250.00	04-01-2002
<b>DWELLING EQUIPMENT/Non-expendable</b> 1465.1			
Replace Refrigerators (11)		5,500.00	04-01-2003
Replace Ranges (11)		3,300.00	04-01-2003
<b>FIRST YEAR ESTIMATED COST</b>		55,427.00	04-01-2001
<b>Total estimated cost over next 5 years</b>		277,134.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR131005	OAKRUN		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>DWELLING STRUCTURES</b> 1460			
Install Florescent lights in kitchen		1,200.00	04-01-2003
Replace wall tile in Bathrooms		18,500.00	04-01-2003
Install double pane windows w/security screens (8 units)		14,054.00	04-01-2002
Resurface bathtubs (5)		1,250.00	04-01-2002
Replace kitchen counter top (1)		500.00	04-01-2002
<b>NON-DWELLING EQUIPMENT/Non-expendable</b> 1465.1			
Replace Refrigerator (8)		4,000.00	04-01-2003
Replace Ranges (5)		2,500.00	04-01-2004
Replace Ranges (2)		600.00	04-01-2004
<b>FIRST YEAR ESTIMATED COST (See Annual Statement CFP)</b>		0.00	04-01-2001
<b>Total estimated cost over next 5 years</b>		42,604.00	

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
AR131006	SCATTERED SITES		

Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>SITE IMPROVEMENTS</b> 1450 Landscaping	7,000.00	04-01-2004
<b>DWELLING STRUCTURES</b> 1460 Paint 12 storage room doors	360.00	04/01/2003
<b>FIRST YEAR ESTIMATED COST (See Annual Statement CFP)</b>	600.00	04/01/2001
<b>Total estimated cost over next 5 years</b>	7,960.00	

## B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**



**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan	

(date submitted or approved: )

- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)
2. Activity Description
- ☐ Yes ☒ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

**Public Housing Homeownership Activity Description**  
**(Complete one for each development affected)**

1a. Development name: Marshall Melrose

1b. Development (project) number: AR131005
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (05/15/1998)
5. Number of units affected: 6
6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

#### b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

### **A. PHA Coordination with the Welfare (TANF) Agency**

#### **1. Cooperative agreements:**

☒ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 11/16/1999

#### **2. Other coordination efforts between the PHA and TANF agency (select all that apply)**

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☒ Other (describe)
  - Partner to administer a FUP Program

### **B. Services and programs offered to residents and participants**

#### **(1) General**

##### **a. Self-Sufficiency Policies**

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☒ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Computer Labs – offers various software packages to propel the residents into a higher level of success in their quest for family self-sufficiency. These supportive measures are offered via the resume’ software as well as the educational avenues that can be explored. We have two locations at two different development sites.</i>	<i>15 computers</i>	<i>Offered to all residents of the PHA.</i>	<i>Development Office- the labs are manned, during regular office hours, by Resident volunteers who are trained and monitored by the PHA’s Resident Coordinator.</i>	<i>BOTH</i>
<i>We have partnered with several entities within the area to provide opportunities for service and/or participation in a plethora of programs. Some of the programs include: BASIC LIFE SKILLS &amp; NUTRITION – how to stretch your food stamps into nutritious, safe meals; MONEY &amp; YOU – a multi-state educational program of the Cooperative Extension Service; and through the HIPPY program – after-school opportunities utilizing the 4-H Curriculum Model, as well as ‘parents as first teachers’ programming.</i>		<i>Offered to all residents of the PHA</i>	<i>Development Office &amp; PHA Main Office</i>	<i>BOTH</i>

## **(2) Family Self Sufficiency program/s**

### **a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
<b>Program</b>	<b>Required Number of Participants (start of FY 2000 Estimate)</b>	<b>Actual Number of Participants (As of: 01/16/2001)</b>
Public Housing	12	10
Section 8	26	17

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

### **C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

### **D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

#### **Community Service Implementation:**

First, we are engaged in the following resident programs:

- Resident Organization (meets quarterly) Council (meets monthly)
- Tenant Patrol
- Volunteerism program
- Computer Lab on-site for residents
- Library Reading Program (Ages 5-12)
- (2) Youth Basketball teams (ages 10-14 & 15-18)

Second, we are in full compliance with the income changes for welfare recipients requirement of the Quality Housing and Work Responsibility Act of 1998. We have modified the income definitions in both our Admissions and Continued

Occupancy Policy and our Section 8 Administrative Plan. The relevant section reads as follows:

The PHA will not reduce the family share of rent for families whose welfare assistance is reduced because of fraud; or failure to participate in an economic self-sufficiency program; or noncompliance with a work activities requirement.

However, the PHA will reduce the rent if the welfare assistance reduction is a result of - The expiration of a lifetime time limit on receiving benefits; or A situation where the family has complied with welfare program requirements, but the duration time limit (such as a cap on welfare benefits for a period of no more than two years in a five-year period), causes the family to lose their welfare benefits.

Finally, we began a phase in of the Community Service Requirement for Public Housing residents on November 1, 2000 for all new residents and for existing residents at their annual re-certifications.

1. All public housing residents' 18 years or older are required to participate in the Community Service Activities with the exception of:
  - individuals 62 years of age or older
  - individuals who are blind or disabled, as defined under section 216 (I)(I) or 1614 of the Social Security Act, and is unable to comply with this section, or is primary caretaker of such individual, as evidenced in the participant file.
  - individuals engaged in a work activity as defined in section 407(d) of the Social Security Act
  - individuals meeting requirement for being exempted from having to engage in a work activity under the State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State of Arkansas, including a State-administered welfare-to-work program (as evidenced in file from department of Human Services)
  - Individual is in a family receiving assistance under a State program funded under part A of title IV of the Social Security Act, or under any other welfare program of the State of Arkansas including a State-administered welfare to work program, and has not been found by the State or other administering entity to be in noncompliance with such program.

\*\*Exemption status must be re-verified (at least) annually except in the case of an individual who is 62 years of age or older.

2. Prior to the start phase-in date a letter was sent to each resident explaining the community service requirement and the phase-in method. The Community Service Requirement is explained to the residents at Move-in and/or during their Annual Re-certification Appointment. Each resident is asked to sign an acknowledgement of their understanding of the Community Service Requirement and given a copy of the Community Requirement Fact Sheet and Resident GuideBook. Also, the Community Service Requirement has been made a part of the Resident's Dwelling

Lease.

3. The Community Service Participants Balance Detail is tracked using Quick-Books Software Spreadsheet developed for that purpose.
4. We currently have 10 approved work sites. The 10 work-sites are listed in the letters sent to the resident. Residents are advised that other community activities at verifiable sites, such as volunteerism at local schools or participation in Tenant Patrol, are acceptable.
5. The following documentation is used in the implementation of the Community Service Requirement.:
  - Letter to resident reviewing Community Service Requirement
  - Community Service Requirement Fact Sheet
  - Resident Guidebook
  - Acknowledgement/understanding of Community Service Memo
  - Dwelling Lease (pg. 7, paragraph 8)
  - Waiver of Community Service Requirement
  - Volunteer Signature Sheet (Accounting of Volunteer time)
  - Volunteer Tenant Patrol Procedure Guidebook
  - Approved Community Service Work-site Poster
  - Community Service work-site application
  - Work-site guide book
  - Community Service Balance Detail Tracking Tool

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Residents fearful for their safety and/or the safety of their children
- ☐ Observed lower-level crime, vandalism and/or graffiti
- ☒ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime



☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

ALL

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Other (describe below)
  - Implementing development-wide “pride” projects (allow the children to repair/repaint the existing playground equipment and name the playgrounds); landscaping and beautification improvements
  - Youth Basketball Team
  - Implemented a Tenant Patrol Group
  - Police Sub-station on-site
  -

2. Which developments are most affected? (list below)

ALL

### C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☒ Other activities (list below)  
Training by the Drug TASK Force Team (recognizing and reporting drug activity)

2. Which developments are most affected? (list below)

**ALL**

### D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☒ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☒ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☒ Yes ☐ No: This PHDEP Plan is an Attachment. (ATTACHMENT A)

### **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

The JURHA Pet Policy/Non-Elderly Residents was implemented effective October 1, 1999. Previous to October 1, 1999, only elderly or disabled households were allowed pets. The JURHA Pet Policy was amended to incorporate Section 526 of the QHWR of 1998, Section 31 (Pet Ownership in Public Housing). The Board of Directors adopted the Pet Policy to include "reasonable pet rules" that incorporate State and Local laws governing pets that include inoculation, licensing and restraining them. The policy provide sufficient flexibility to protect the right and privileges of other residents who choose not to own pets. The Policy defines; types of pets and number allowed per household, pet size, weight and type limitation,

pet registration requirements, inoculation and licensing requirements, sanitary standards, pet restraint, pet density, deposit required, spaying and neutering, exclusion of pets from common areas, noise and order requirements, unattended pets, pets temporarily on the premises, inspections, pet rule violations procedures and emergency removal. All State and Local laws governing pets supersede any and all rules set out in Pet Policy.

The Dwelling Lease has been amended to include a reference to the Pet Policy and the Addendum to Lease Pet Agreement/Non-elderly (whenever applicable). The Pet Policy has been inserted in the Public Housing Admission and Occupancy Plan (Chapter 10). The Pet Policy is available for viewing in the PHA central Office. Each Family wishing to bring a pet into their residence must:

- Sign a pet agreement to comply with the Pet Policy
- Pay an additional security deposit in accordance with Pet Policy of:
  - For Non-elderly, Non-disabled families - \$300.00 refundable deposit
  - For Elderly and disabled families – the lessor of \$100 or an amount equal to the total tenant payment (a gradual refundable deposit of \$50 initially and \$10 per month until deposit is paid).
  - Families that have a member with disabilities that require a service animal are exempt from the pet deposit requirement
- Pay a non-refundable monthly maintenance fee of \$7.00 (except for the elderly or disabled)
- Registration of Pet:
  - Certification signed by a licensed veterinarian for required Inoculation and Licensing
  - Proof of pet spaying & neutering (where applicable)
  - Picture of Pet
  - Information to identify pet (size weight, sex & type information)
  - Name and address of phone number of two parties who will provide care for the pet if the owner dies or becomes incapacitated, etc.

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?

5. ☐ Yes ☐ No: If yes, how many unresolved findings remain? \_\_\_\_\_  
Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☒ Not applicable  
☐ Private management  
☐ Development-based accounting  
☐ Comprehensive stock assessment  
☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached at Attachment (File name)  
☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.  
☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:

☐ Other: (list below)

## **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

### **3. Description of Resident Election Process**

#### **a. Nomination of candidates for place on the ballot: (select all that apply)**

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Any adult recipient of PHA assistance could nominate candidates
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

#### **b. Eligible candidates: (select one)**

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

#### **c. Eligible voters: (select all that apply)**

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☒ Other (list)

The JURHA Board of Commissioners

## **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

### **1. Consolidated Plan jurisdiction: (City of Jonesboro)**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The goals in the consolidated plan that supports the PHA Plan are:

1. Provide rental assistance for low-income housing
2. Provide assistance to homeless and non-homeless persons with special needs
3. Public Housing Resident Enhancement Programs
4. Provide for a Neighborhood Investment Program

**D. Other Information Required by HUD**

## Attachments

Use this section to provide any additional attachments referenced in the plan.

### ATTACHMENT – A

#### Public Housing Drug Elimination Program Plan

**Note:** THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

##### Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

##### Section 1: General Information/History

**A. Amount of PHDEP Grant** \$34,612.00

**B. Eligibility type (Indicate with an “x”)** N1\_\_\_\_\_ N2\_\_\_\_\_ R X

**C. FFY in which funding is requested** 2001

**D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The PHDEP Plan involves the continuation as well as expansion of the current activities involving the youth, adult, and surrounding population of the Public Housing Developments owned and operated by JURHA. Among those activities are an on-site Technology Center equipped with state of the art computers, software and internet access, Voluntary Tenant Patrol, and community drug prevention activities are designed to appeal to all age groups represented.

##### **E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Marshall/Melrose Estates	45	120
Cayman Villa	46	140
Goff Courts	25	65
Woodland Courts	24	26
Oakrun Apts.	8	14
Scattered Sites	12	48

##### **F. Duration of Program**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

6 Months\_\_\_\_\_12 Months   X   18 Months\_\_\_\_\_24 Months\_\_\_\_\_ Other \_\_\_\_\_

### G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997	X	AR37DEP1310197	\$-0-		N/A
FY1998	X	AR37DEP1310198	\$-0-		N/A
FY 1999	X	AR37DEP1310199	\$14,446.73		9-30-01
FY 2000	X	AR37DEP1310100	\$34,842		8-31-01

## Section 2: PHDEP Plan Goals and Budget

### A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Upon reflection of the Public Housing Drug Elimination Program, Jonesboro Urban Renewal and Housing Authority (JURHA) has examined the planning and implementation strategies utilized initially to determine the ‘best practices’ of what has been accomplished in the war against drugs in our community. Armed with this knowledge, JURHA plans to augment the ‘best of the best’ and commits to maintain the integrity of the current program components that have been developed, nurtured, and implemented during the past PHDEP funding cycles, augmenting the service delivery with targeted, improved programmatic activity.

### B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.



<b>FY 2001 PHDEP Budget Summary</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
9110 – Reimbursement of Law Enforcement	
9120 – Security Personnel	
9130 – Employment of Investigators	
9140 – Voluntary Tenant Patrol	\$ 500.00
9150 – Physical Improvements	
9160 - Drug Prevention	\$34,112.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
<b>TOTAL PHDEP FUNDING</b>	<b>\$34,612.00</b>

### C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9140 - Voluntary Tenant Patrol			Total PHDEP Funding: \$500.00				
Goal(s)	To involve the residents of each development in the community policing of their neighborhoods.						
Objectives	To decrease drug use and drug-related crime in the PHA by 25%.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.Voluntary Tenant Patrol	420	PHA Wide	4-1-01	9-30-02	\$500.00		Area Crime Statistics
2.							
3.							

<b>9160 - Drug Prevention</b>		<b>Total PHDEP Funding: \$34,112.00</b>
Goal(s)	To offer positive alternatives to drug use and drug-related crimes in Public Housing Developments.	

Objectives	To promote 'soft skills' within PHA population to increase employability by 25%.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDP Funding	Other Funding (Amount /Source)	Performance Indicators
1. On-site Technology lab	420	All PHA Residents	4-01-01	9-30-02	\$ 5,000		Participant User Log
2. Community Activities	420	PHA Wide	6-5-01	9-30-02	\$ 29,112		Donations from vendors

### **Section 3: Expenditure/Obligation Milestones**

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>	<i>Activities 1, 3</i>		<i>Activity 2</i>	
9110				
9120				
9130				
9140	Activity 1	\$260.00	Activity 1	\$ 500.00
9150				
9160	Activities 1,& 2	\$17,000.00	Activities 1 & 2	\$34,112.00
9170				
9180				
9190				
<b>TOTAL</b>		\$10,216.00		\$34,612.00

### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

## **ATTACHMENT – B**

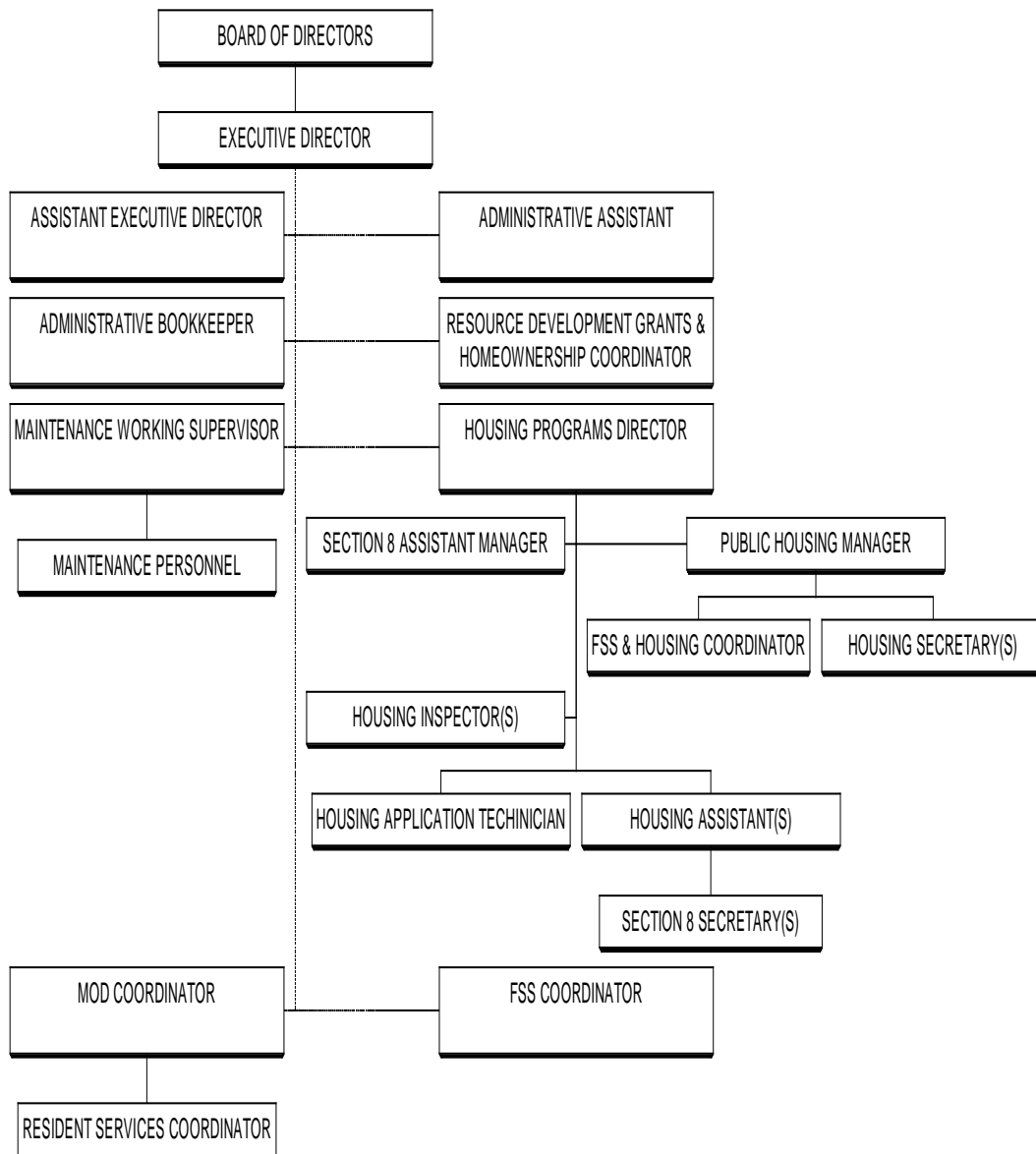
### **DEFINITION OF “Substantial Deviation” and “Significant Amendment or Modification” |903.7®|:**

**Substantial Deviation:** Any deviation, which alters the original intent of the provisions, prescribed within this plan which substantially affects the achievement of quantifiable performance indicators.

**Significant Amendment or Modification:** Any changes or additional provisions adopted by JURHA that may impact the final outcome initially identified in the PHA Plan.

## ATTACHMENT -C

### JONESBORO URBAN RENEWAL & HOUSING AUTHORITY AND CRAIGHEAD COUNTY HOUSING AUTHORITY ADMINISTRATIVE ORGANIZATIONAL CHART



## **ATTACHMENT D**

### **PROGRESS IN ACHIEVING THE GOALS AND OBJECTIVES OUTLINED IN FIVE-YEAR PLAN**

#### **A. HUD's Strategic Goals:**

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

☒ PHA Goal: Expand the supply of assisted housing  
Objectives:

☒ Apply for additional rental vouchers:

**PROGRESS:**

During the first year of our 5-year Plan we did not apply for additional rental vouchers as we were not fully leased-to date. However, with the recent increase of our FMR we are now at 94% leased-up and will reassess our need.

☒ Reduce public housing vacancies:

**PROGRESS:**

We have made a concerted effort to reduce the vacancies in our public housing developments, however as a result of the Community Service Requirement we are losing residents to the Section 8 Voucher Program (where this requirement does not exist). We have also implemented a very strong-active Tenant Patrol Group and have seen a rash of move-outs due to the strong presence of security. We will continue to market our developments and improve the security to attract desirable residents.

☒ PHA Goal: Improve the quality of assisted housing  
Objectives:

☒ Improve public housing management: (PHAS score)

☒ Improve voucher management: (SEMAP score)

☒ Improve voucher management: (SEMAP score)

☒ Concentrate on efforts to improve specific management functions:

**PROGRESS:**

We received an advisory Score of 83.6 (FYE: 3-31-00) and we are striving to achieve a higher score for FYE 3-31-01 by improving in the areas of Management, Finance, Maintenance and Physical Inspections.

We received an advisory Score of 86% (FYE: 3-31-00) and we are striving to achieve a higher score for FYE 3-31-01 by improving in the areas of Management, Lease-up, Finance and HQS inspections.

Improved scores will result in Customer satisfaction.

- ☒ Renovate or modernize public housing units:

**PROGRESS:**

We have recently completed a '98 CIAP program, currently implementing the '99 CIAP program and '2000 CFP program. With the capital funding we will continue to upgrade and modernize our public housing units.

- ☒ PHA Goal: Increase assisted housing choices  
Objectives:

- ☒ Conduct outreach efforts to potential voucher landlords

**PROGRESS:**

During the past year, we involved our landlords in committee meetings to help establish a point system for Rent Reasonableness. We plan to advertise our voucher program to landlords, highlighting our increased FMR schedule and inviting potential landlords to a landlord briefing.

- ☒ Increase voucher payment standards

**PROGRESS:**

We increased our Voucher payment Standards effective 10-01-2000.

- ☒ Implement public housing or other homeownership programs:

**PROGRESS:**

In June, 2000 we sold our first public housing unit and we continue to implement our Homeownership program. We are currently studying the feasibility of implementing a Section 8 Homeownership program.

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment  
Objectives:

- ☒ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

- ☒ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

**PROGRESS:**

Currently we have a good income-mix in all developments and we continue to follow our deconcentration policy when offering units.

- ☒ Implement public housing security improvements:

**PROGRESS:**

We have established a strong Tenant Patrol Group in all developments and requested additional lightening from the City of Jonesboro. Request is pending.

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☒ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☒ Increase the number and percentage of employed persons in assisted families:
- ☒ Provide or attract supportive services to improve assistance recipients' employability:

**PROGRESS:**

We have a very strong FSS Coalition and hopefully making great strides.

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☒ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☒ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:

**PROGRESS:**

During the tenant briefing sessions we review the areas of poverty according to Census Tract Maps and encourage renting outside of the poverty areas. All staff is required to attend fair housing and equal opportunity meetings. This year all staff attended a one-day Fair Housing Workshop in Little Rock, Arkansas.

**B. Other PHA GOALS:**

**1. Manage the Jonesboro Urban Renewal and Housing Authority's existing**



**Public housing program in an efficient manner thereby qualifying as at least a standard performer:**

**Objectives:**

1. HUD shall recognize the Jonesboro Urban Renewal and Housing Authority as a high performer by March 31, 2000.
2. The Jonesboro Urban Renewal and Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry.

**PROGRESS:**

We continue to strive to achieve a higher score for the year 2001 by improving the areas of management, maintenance, finance, and inspections. We have implemented several tools to track progress, so that hopefully our score will increase from the 83.6 Advisory Score for FYE: 3/31/00.

2. **Enhance the marketability of the Jonesboro Urban Renewal and Housing Authority's public housing units.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority shall become a more customer-oriented organization.
2. The Jonesboro Urban Renewal and Housing Authority shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions by March 31, 2005.

**PROGRESS:**

CIAP '99 funds were used to provide the following improvements to the sites and developments:

- Planted Pin oak trees and laid sod on developments
- Installed in-ground trash receptacles and park benches
- Repaired existing playground equipment
- Installed fencing around playground on Marshall development
- Installed new siding on dwellings on Marshall development
- Replaced screen doors and storage room doors
- Painted trim and fascia on units
- Re-roofed Community Center on Marshall development
- Replaced range vent-a-hoods
- Installed additional security lighting

With CFP 2000 funding we are in the process of:

- Paving and repairing parking lots
- Purchasing new ranges and refrigerators
- Replacing tile in 37 units

**PROGRESS:**

The Maintenance Staff strive to keep the lawns manicured and the developments free of litter. Also working with the Jonesboro Police Department our development children schedule clean-up days which helps keep the development looking nice.

**3. Improve resident and community perception of safety and security in the Jonesboro Urban Renewal and Housing Authority's public housing developments.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority shall reduce crime in its developments so that the crime rate is less than their surrounding neighborhood by March 31, 2005.
2. The Jonesboro Urban Renewal and Housing Authority shall reduce its evictions due to violations of crime laws by 20% by March 31, 2005, through aggressive screening procedures.

**PROGRESS:**

We have made great strides in attempting to reduce crime in the Public Housing Developments. During the past year, a Tenant Patrol has been formed with the leadership of our CPA (Community Policing Assistant) utilizing PHDEP monies. The drug and crime activity has been reduced substantially within the developments due to their presence and unscheduled patrol of the areas. In conjunction with the City of Jonesboro, we hosted several Events to celebrate "National Night Out against Drug and Crime". We had great participation and lots of media coverage as our co-host was a local radio station. We have developed a good working relationship with the Jonesboro Police Department and Local Drug Task Force who have held training seminars available to staff and resident. Also, with PHDEP technical monies we held a successful "Street Safe Seminar" for residents, staff and the community. Several night sit-outs "Against DRUGS & Crime" were held and well attended by residents. We have seen a reduction of 12% in crime, within our developments, during the past year.

All public housing applicants are pre-screened using NCIC reports, this has substantially reduced our evictions due to criminal and drug activity. However, it has also negatively impacted our move-in scheduled.

**4. Expand the range and quality of housing choices available to participants in the Jonesboro Urban Renewal and Housing Authority's tenant-based assistance program.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority shall achieve and sustain a utilization rate of 95% by March 31, 2005, in its tenant-based program.
2. The Jonesboro Urban Renewal and Housing Authority shall implement an aggressive outreach program to attract new landlords to participate in its program by March 31, 2005.

**PROGRESS:**

JURHA has achieved a utilization rate of 94% an increase of 3% from last year's rate. The section 8 department has worked diligently to increase units leased and develop a working relationship with existing and new landlords landlord committee has been developed to help landlords better understand the rules and regulations and receive their input on Rent Reasonable Standards.

The Fair Market Rent for Jonesboro/Craighead County Area was increased effective October 1, 2000 as a result of a survey completed by HUD. The increased FMR has made a significant difference in landlord participation.

5. **Deliver timely and high quality maintenance service to the residents of the Jonesboro Urban Renewal and Housing Authority.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority shall continue to maintain an average response time of 7 days in responding to routine work orders.
2. The Jonesboro Urban Renewal and Housing Authority shall create an appealing up-to-date environment in its development by March 31, 2005.

**PROGRESS:**

As evidenced by our work order turnover, the maintenance department continues to complete and/or abate all emergency work order within 24 hours and all routine within 4 days.

6. **The Jonesboro Urban Renewal and Housing Authority shall ensure equal treatment of all applicants, residents, tenant-based participants, employees, and vendors.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority shall mix its public housing development populations as much as possible with respect to ethnicity, race and income.
2. The Jonesboro Urban Renewal and Housing Authority shall achieve its Section 3 goals.

**PROGRESS:**

The JURHA does actively hire residents to work in the office and in the maintenance department. Our Section 3 report for the period ending 9/30/00 reflects that 21% of new hires are Section 3 residents. As stated under HUD Goal, all staff is required to attend annually Fair Housing Workshops.

7. **Ensure full compliance with all applicable standards and regulations including government generally accepted accounting practices.**

**Objective:**

1. The Jonesboro Urban Renewal and Housing Authority shall operate so that income (including subsidy) exceeds expenses every year.

**PROGRESS:**

The JURHA successfully completed the GAAP conversion of it's accounting records as of 3/31/00. The FYE 3-31-00 audit reflects a NO-FINDING/NO-COMMENT status. The JURHA has been successful in operating in a manner so that income exceeds expense in all monthly, quarterly and yearly financial statements.

8. **Enhance the image of public housing in our community.**

**Objective:**

1. The Jonesboro Urban Renewal and Housing Authority shall ensure that there are at least 4 positive stories a year in the local media about the Housing Authority or one of its residents.

**PROGRESS:**

The JURHA has received positive media coverage over the past year:

- NEWSPAPER ARTICLE & TV SEGMENT: DATE: May 12, 2000) Reported by media "...Establishment of Computer Technology Lab within development (PHDEP funds and local business donations). The lab is for residents to utilize to achieve a higher level of success. The lab is open daily with Resident Volunteers overseeing and training..."
- NEWSPAPER ARTICLE: (June 7, 2000) Public Housing Tenant Purchasing her first home, using as a down payment FSS Escrow funds.
- NEWSPAPER ARTICLE & TV SEGMENT(October 19, 20 & 22, 2000): Reported by Media "...Establishment of Tenant Patrol within the developments. The tenant patrol was established to be extra eyes and ears for the Public Housing Developments. All participants must be in good standing with JURHA, must pass an NCIC check and receive training through the Jonesboro Police Department...."

- NEWSPER ARTICLE, FM RADIO COVERAGE & TV SEGMENT (following August 1, 2000): JURHA & Residents partnered with Radio Station “Triple FM” to provide numerous activities at the ASU intramural fields. Triple FM broadcast live from the site. The Coverage was great, several attendees were interviewed and games and rides were filmed. GREAT attendance by the Police and Residents. Reported by media “...The event was to heighten crime and drug prevention awareness, to facilitate local “Anti-crime efforts and to strengthen neighborhood spirit and police community partnership...”
- TV SEGMENT AND INTERVIEW (December 21, 2000): The JURHA Executive Director explained the “One Strike” policy and the positive effect it was having within the developments. Also, interviewed was the COPPS officer representing JURHA as well as coverage of on-going improvements to the developments (filmed contractors installing siding).

**9. Improve economic opportunity (self-sufficiency) for the families and individuals that are assisted in our housing programs.**

**Objectives:**

1. The Jonesboro Urban Renewal and Housing Authority will implement new partnerships in order to enhance self-sufficiency services to our program participants by March 31, 2005.
2. The Jonesboro Urban Renewal and Housing Authority will more effectively utilize its community centers to provide resident services as measured by increasing their utilization to 40% by March 31, 2005.

**PROGRESS:**

During the past year, four successful graduates completed their FSS contracts and received escrow funds. One graduate purchased her first home using her FSS escrow earnings as down payment. JURHA has established partnerships with various local organizations to assist residents in obtaining job skills, childcare, transportation and education. Partnerships: Jonesboro Adult Education, Cooperative Extension Service, Craighead County Department of Human Services, Crowley’s Ridge Development, Domestic Violence Task Force, American Red Cross, City Team Ministries, PACE (Parent and Child Education Service) and Area Technical Center. The HIPPY program operates in a JURHA Community Center, utilizing the 4-H Curriculum Model, as well as ‘parents as first teachers’ program.

ATTACHMENT E  
MEMBERSHIP OF THE RESIDENT ADVISORY BOARD

Our Resident Advisory Board (RAB) is composed of Section 8 Residents and the Public Housing Resident Council Members. A letter was sent to all current

Section 8 Existing Residents asking them to attend a meeting at which JURHA would be developing a “RESIDENT ADVISORY BOARD” composed of a board representation of the mix of families’ assisted under the Section 8 Existing Program. They were also informed that the purpose of the RAB was to assist the Agency by making recommendations regarding the Agency’s PHA Annual Plan. AllRAB members who served in the previous year’s process were encourage to attend the meeting and remain on the RAB. The following persons volunteered and were chosen to serve:

Representing Section 8 Existing:

\*All volunteers were accepted

Atchie Bramlett	Mary C. Barnes
Virgie Clayton	Edith Holland
Sharon Johnson	Dorothy Carter

Representing Public Housing Resident Council Committee:

Suezanne Barber	Michael Robinson
Dense Howell	Charlotte Booker
Betty Anderson	Debbie Gipson
Annette Sttts	



